



## KANSAS CLEAN DIESEL PROGRAM REQUEST FOR PROPOSALS EARLY SCHOOL BUS REPLACEMENTS

### Section 1. Summary

The Kansas Department of Health and Environment received a grant from the Environmental Protection Agency (EPA) to hold a fourth round of Clean Diesel grants. The purpose of this grant is to improve air quality by reducing diesel emissions. This request for proposals (RFP) solicits early diesel school bus replacement projects from Kansas School Districts. **Any public school district in Kansas is eligible to apply for up to \$36,000 towards a school bus replacement in a publicly owned fleet. This opportunity is not for privately owned bus companies.** Please note that this opportunity is not for fleet expansion.

This is a reimbursement program. Once an applicant is chosen for an award under this RFP, then the applicant must initially fund the entire project. Once completion of the project has been verified, the applicant will receive reimbursement for up to \$36,000 towards the cost of a new school bus as specified in the subgrant agreement for selected projects. **The maximum amount that may be requested and awarded is \$36,000.**

Information about eligibility requirements is outlined in *Section 2. Eligible Entities*. All of the eligible equipment and technology is described in *Section 3. Eligible Equipment for Replacements*. More information about the RFP award amounts is provided in *Section 5. RFP Awards*.

**The deadline for applications to be received by KDHE is April 17, 2012 at 5:00 PM Central Daylight Time. To be eligible for reimbursement for a project through this program the project must be started and substantially completed during the project period that begins May 15, 2012 and ends September 15, 2012.**

### Section 2. Eligible Entities

Any public school district with a district owned fleet in Kansas is eligible to submit an application. Entities or individuals who have been debarred, suspended or otherwise excluded from participation in federal assistance programs under [Executive Order 12549](#) "Debarment and Suspension," are not eligible to receive an award from the Kansas Clean Diesel Program. The applicant is required to certify by signature that the applicant's school district is eligible to participate in this grant competition.

### Section 3. Eligible Equipment for Replacements

Eligible project vehicles under this RFP are publicly owned school buses with a gross vehicle weight rating (GVWR) of at least 16,001 pounds. Any vehicle replaced through this program must have an expected remaining life of at least three years and cannot be scheduled to be replaced or retired through normal attrition during the three year time frame. **EPA certified engine configurations that meet the 2010 EPA emission standards must be incorporated into all replacement vehicles in order to be eligible for this grant.**

## Early Vehicle Replacements

An early vehicle replacement is defined as a vehicle that is not due to be replaced in the next three years. Early school bus replacements are eligible for funding through this grant. This program requires that the old engine be destroyed. A large hole, that leaves no room for doubt that said engine is indeed destroyed, must be punched through the engine block and manifold. In addition, the chassis of the vehicle or equipment that is being replaced must be cut in half to ensure that it will not be resold to another consumer. Early school bus replacement projects have an award limit of \$36,000. Therefore, if selected, the applicant must fund the remaining cost of the new school bus. Federal funds, such as federal grants awarded under previous or present Diesel Emission Reduction Act funding, may not be used to satisfy the matching requirements of this RFP.

Early vehicle replacements must meet the following criteria to be eligible:

- The bus to be replaced must be used as part of normal fleet operations that either carries students on daily routes to and from school, or regularly transports students to extra-curricular activities such as band performances or sporting events.
- The funding must be utilized for replacements only, and cannot be used to increase the size of a fleet.
- The new vehicle must be used for the same task as the old vehicle.
- The new vehicle must be similar in size and horsepower as the vehicle that it is replacing. For the purposes of this RFP, “similar in size” is defined to mean that the GVWR of the new vehicle is no more than 125 percent of the old vehicle’s GVWR. For the purposes of this RFP, “similar in horsepower” means that the new vehicle must have a horsepower of no more than 125 percent of the old vehicle or piece of equipment’s horsepower.
- **The new vehicle specs must include an [EPA verified fuel operated heater](#) to reduce idling time.** Please note that the applicant is required to list idling time before the use of this idling reduction technology and to give an estimated time for idling after the idling reduction technology is used if the project is funded.
- Any income received through the sale of a disabled engine, vehicle chassis, or salvaged parts from the vehicle that was replaced for scrap metal or other purposes must be reported as program income. Program income may be deducted from the award amount or used as the applicant’s portion of the match required for the new vehicle or piece of equipment.

## Section 4. Project Period

The project start period for applications that are funded through this RFP will begin May 15, 2012. No costs incurred before this date will be reimbursable to applicants under this RFP. Bids for the project must be received by the applicant no later than June 15, 2012. **The project must be substantially completed by September 15, 2012.**

## Section 5. RFP Awards

KDHE anticipates offering one school bus replacement grant to a public school district in each of the six KDHE Districts. Awards will be based on the criteria established by KDHE, and **will be given to the eligible Kansas school district that scores the highest of the schools in its KDHE District.** If no applications are submitted in a particular KDHE district the next highest scoring applicant in the other KDHE districts will be awarded. The amount of funding an applicant may seek on this RFP may not exceed \$36,000. Please refer to the following table for a listing of counties within each KDHE District.

<b>Table 1. Kansas Counties within each KDHE District</b>					
District 1	District 2	District 3	District 4	District 5	District 6
Barber	Butler	Allen	Atchison	Clay	Barton
Clark	Chase	Anderson	Brown	Cloud	Cheyenne
Comanche	Cowley	Bourbon	Doniphan	Dickinson	Decatur
Edwards	Harper	Chautauqua	Douglas	Ellsworth	Ellis
Finney	Harvey	Cherokee	Franklin	Geary	Gove
Ford	Kingman	Coffey	Jackson	Jewell	Graham
Grant	Reno	Crawford	Jefferson	Lincoln	Logan
Gray	Sedgwick	Elk	Johnson	Marion	Ness
Greeley	Sumner	Greenwood	Leavenworth	McPherson	Norton
Hamilton		Labette	Marshall	Mitchell	Osborne
Haskell		Linn	Miami	Morris	Phillips
Hodgeman		Lyon	Nemaha	Ottawa	Rawlins
Kearny		Montgomery	Osage	Republic	Rooks
Kiowa		Neosho	Pottawatomie	Rice	Rush
Lane		Wilson	Shawnee	Riley	Russell
Meade		Woodson	Wabaunsee	Saline	Sheridan
Morton			Wyandotte	Washington	Sherman
Pawnee					Smith
Pratt					Thomas
Scott					Trego
Seward					Wallace
Stafford					
Stanton					
Stevens					
Wichita					

## Section 6. Restrictions

This funding may be used only to replace an older medium or heavy duty diesel school bus with a similar bus that meets the 2010 EPA emission standards. The gross vehicle weight rating of the project bus must be at least 16,001 pounds to be eligible for replacement funding through this program.

## **Section 7. Application Process**

The deadline for applications to be submitted will be **April 17, 2012 at 5:00 p.m. Central Daylight Time.**

**Note:** No entity may submit multiple applications. In addition, KDHE reserves the right to fund only a portion of the asking price to the districts if deemed necessary to maximize the number of grants KDHE can issue while still giving the districts significant awards.

## **Section 8. Application Information**

An original signed and dated project application (Section 10) must be mailed to the following address.

Joyce Barrett  
KDHE/Bureau of Air  
1000 SW Jackson, Suite 310  
Topeka, KS 66612

**You will receive confirmation via e-mail from Joyce Barrett upon receipt of your application.**

The deadline for applications to be submitted will be **April 17, 2012 at 5:00 p.m. Central Daylight Time.** KDHE is not responsible for any applications that might be delayed or lost in the mail. It is the applicant's responsibility to ensure that their application was received by KDHE by the respective deadline.

Applicants must fill out the attached application. **All information must be included in the application to be considered eligible.** The application must include a project budget with information entered into all the fields.

Questions regarding this RFP may be directed to KDHE by sending e-mail to the following e-mail address: [jbarrett@kdheks.gov](mailto:jbarrett@kdheks.gov). All questions and answers will be posted on the [Frequently Asked Questions](#) page.

## **Section 9. Programmatic and Administrative Conditions**

Once award selections are made, applicants will receive a subgrant agreement from KDHE. The subgrant agreement will outline all of EPA's Programmatic and Administrative Conditions associated with the acceptance of funds. Subjects included in the Programmatic and Administrative Conditions include, but are not limited to, competitive bidding, invoice and payment documentation, vehicle and equipment scrappage, reporting, coordination responsibilities, onsite inspections, photographic requirements, and equipment use. To see the EPA Assistance Agreement that contains all Programmatic and Administrative Conditions pertaining to this grant please visit the following website: [www.kdheks.gov/bar/air-monitor/dieselgrant](http://www.kdheks.gov/bar/air-monitor/dieselgrant).

## **Section 10. KDHE 2012 Early School Bus Replacement Project Application**

The following application is divided into six sections. The information requested allows the KDHE grant committee to assess project impacts and eligibility. **Please provide all requested information.** If you have questions about anything in the application please send your questions via e-mail to Joyce Barrett at: [jbarrett@kdheks.gov](mailto:jbarrett@kdheks.gov). Please allow two business days for a response.

# KDHE 2012 Early School Bus Replacement Project Application



Please fill out this application and return it to the KDHE by April 17, 2012 at 5:00 PM Central Daylight Time. Complete all of the following Sections and provide your signature and today's date. An example of a complete application is available on the [website](#).

## A. APPLICANT INFORMATION

COMPANY OR ENTITY THAT IS APPLYING FOR FUNDING

DUNS NUMBER		FEDERAL EMPLOYER IDENTIFICATION NUMBER	
CONTACT PERSON		TITLE	
ADDRESS		CITY	STATE
ZIPCODE	TELEPHONE NUMBER	E-MAIL ADDRESS	
REQUESTED FUNDING \$		MATCH PROVIDED \$	
TOTAL PROJECT COST \$			

## B. PROJECT INFORMATION

PROJECT TITLE <b>Kansas Clean Diesel Program Grant Round 4</b>	
PROJECT PERIOD <b>May 15, 2012 – September 15, 2012</b>	<b>KDHE AQ District (Please see Table 1 on page 3 )</b>
ENTITY DESCRIPTION <b>Public School District</b>	
ADDRESS WHERE THE PROJECT FLEET IS STATIONED	COUNTY WHERE THE PROJECT FLEET IS LOCATED

PROJECT SUMMARY

## C. PROJECT DETAILS

The following requested information refers to the old school bus your district wants to replace

FLEET ID	VIN	GROSS VEHICLE WEIGHT RATING
HORSEPOWER	VEHICLE MAKE	
ENGINE MAKE	ENGINE MODEL	ENGINE MODEL YEAR
ANNUAL FUEL CONSUMPTION (GALLONS)	CURRENT FUEL TYPE	EXPECTED REMAINING LIFE OF VEHICLE (MINIMUM OF 3 YEARS)
ANNUAL IDLING HOURS (CURRENT)		ANNUAL IDLING HOURS REDUCED USING FUEL OPERATED HEATER (ESTIMATED)

**D. PROJECT TIMELINE**

Projects must have received bids by June 15, 2012 and must be substantially complete by September 15, 2012.

IN WHAT MONTH(S) WILL THE EQUIPMENT BE PURCHASED?

IN WHAT MONTH WILL THE PROJECT BE COMPLETED?

**E. PROJECT BUDGET**

The budget should be a close estimate of the total cost of the bus. Do not include administrative costs for the project as they will not be reimbursable and cannot be counted as match in the project.

**APPLICANT Project Budget for Early School Bus Replacement Grant**

**Entity Name:**

**Detailed Budget Breakdown**

Type of school bus to be purchased	Total Purchase Cost*	Total Applicant Match**	Total amount to be reimbursed***
	\$	\$	\$

\*Please do not include operation, maintenance or administrative costs.

\*\*At least 50 percent of the total purchase cost must be paid as match by the applicant.

\*\*\*KDHE will reimburse up to \$36,000 for a school bus replacement.

**F. APPLICANT AGREEMENT**

Please review the following statements and provide today's date and your signature certifying that all applicant information and the following statements are factual.

I understand that I have not yet been awarded funding for this project. If this application is selected for an award then I must sign a subgrant agreement detailing the Programmatic and Administrative Conditions of the project and submit paid receipts for the new vehicle purchased as well as the photographic evidence that the old vehicle or equipment has been scrapped per the requirements of the grant before I will be entitled to any reimbursement. The photographic evidence will include before and after pictures of the school bus being replaced through this grant. I agree not to sell any equipment that was purchased through this program without first receiving written permission from KDHE. I also recognize that I will not be eligible for any projects, in which costs were incurred before the project period began and after the project period ends.

I agree to provide KDHE with updates as requested pertaining to the status of the project. I further agree not to purchase any goods or services with this funding without procurement with fair competition in compliance with the Environmental Protection Agency Regulations. I accept all Programmatic and Administrative Conditions of the RFP. I certify that the applicant's district is eligible to participate in federally funded assistance agreements. I certify to the best of my knowledge that the information in this application is true and correct. I am a legally authorized signatory or designee for the submittal of this information, and any other required information on the behalf of the participant.

By signing below the applicant agrees to all terms and conditions listed in and attached to this RFP.

**Signature**

**Date**

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